



**DRAFT**  
**Minutes of the**  
**ALAMEDA FREE LIBRARY BOARD MEETING**  
**AUGUST 8, 2007**

The regular meeting of the Alameda Free Library Board was called to order at 7:01 p.m.

ROLL CALL

Present: Leslie Krongold, President  
Karen Butter, Vice President  
Ruth Belikove, Board Member  
Mike Hartigan, Board Member  
Alan Mitchell, Board Member

Absent: None

Staff: Jane Chisaki, Library Director  
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so enacted and adopted on the Consent Calendar.

- A. \*Report from Library Director highlighting Library Department activities for the month of August 2007. Accepted.
- B. \*Draft Minutes of the Regular Library Board meeting of July 11, 2007. Approved.
- C. \*Library Services Report for the month of June 2007. Accepted.
- D. \*Report from Finance Department reflecting FY 2006-07 Library expenditures (by fund) through July 2007. Accepted.
- E. \*Bills for ratification. Approved.

Vice President Butter wondered when the yearly statistics would be available, and Director Chisaki promised them for the following meeting in September. Butter inquired whether it was necessary to track usage of the quiet study rooms, and Chisaki responded that it is an interesting statistic to keep up on. President Krongold asked if the Computer Lab was only open on Friday afternoons and Director Chisaki indicated this is the current situation. Staff is looking for ways to have the lab open at other times as well, but there needs to be an attendant at all times it is open.

President Krongold asked for a motion to accept the Consent Calendar as presented. Member Mitchell so moved; Vice President Butter seconded the motion which carried by a 5-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Audience member Marc Lambert inquired where the Library was in regards to the grant money requested from Bechtel for the green touch-screen. Director Chisaki had heard nothing back yet, and suspected that was because their board or committee might only meet quarterly to make these kinds of decisions. Chisaki will keep everyone updated as she hears more.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Art Exhibit Committee Member Selection (J. Chisaki)

Letters were included in the board packet from members of the community interested in being on the Library Art Exhibit Committee. Director Chisaki indicated that selections could be made at the present time, however, President Krongold questioned whether this should happen at an open public meeting. Member Belikove stated that each letter had been impressive in its own way, and she would be hard-pressed to choose three from the bunch, so it would be a good idea to conduct candidate interviews. Director Chisaki said she would get Belikove in touch with Supervisor David Hall, who would be the Library staff representative on the committee, and they could interview the candidates together.

A question came up whether there should be a Board presence on the committee as well, and Member Belikove volunteered. Member Mitchell made a motion that Belikove be the Board liaison; Vice President Butter seconded the motion which passed by a 5-0 vote.

Board Member Belikove had to leave the meeting early, and departed at 7:22 p.m.

B. Alameda Free Library Foundation (J. Chisaki)

Director Chisaki reported that the Foundation had a small meeting in July, and were still talking about how to better manage their money. The Friends are currently handling the Waterbury fund, but the Foundation will manage it for the future, once they get Board approval. There will not be a Foundation meeting in August.

C. Friends of the Alameda Free Library (D. Fullerton)

Director Chisaki reported that the Friends were talking about their budget and some by-law changes as well. The next book sale will be October 19, 20 and 21 at the O'Club. The Friends will not have an August meeting.

D. Alameda Free Library Newsletter (M. Merrick)

Recording Secretary Merrick indicated that no newsletter had been released in July due to taking some time off for personal concerns. The following week, Merrick plans to meet with the Adult Services Supervisor who will be taking over publication of the newsletter. An August edition will be produced, with regular editions again coming out monthly.

E. Patron suggestions/comments (Speak-Outs) and Library Director's response.

RFID sticker tags are warping the CDs. Staff fixes these problems as they are reported. Bathrooms need to be cleaned more often. The restrooms are cleaned 7 days a week, which includes wet mopping the floors. A request was received for Library calendars which show upcoming Library events. This is a good suggestion that will be discussed with the Library support groups. A patron was engulfed by smoke upon entering the building. The Library will ask other City departments for assistance or suggestions to enforce the "no smoking within 20 feet of any public building" law. There seems to be an on-going competition between parents and their children on who can talk the loudest in the Library. When possible, staff reminds patrons to speak with lowered voices.

Director Chisaki read a letter of apology from a young person that had set off a smoke bomb in the Teen Room a few months earlier. This brought up a question from the Board on whether or not the smoke detector went off when this happened. Chisaki stated there is a fire alarm in that room but no smoke detector. There are supposed to be 19 smoke detectors in the building, but during a recent check, only 11 could be located. Chisaki is looking for her original plans which will show exactly where each of these should be.

#### LIBRARY BOARD COMMUNICATIONS

Vice President Butter had been looking at Library finances and wants an understanding of what is needed for the long-term. Butter suggests the Library Board be educated by inviting the City's Chief Financial Officer, Juelle-Ann Boyer, to a future meeting to speak about how the Library is funded. Because part of the funding comes from the .07 cents per \$100 assessed property tax in the City, Butter wonders if there is a possibility of raising that. Director Chisaki had already spoken with Boyer, and they have a meeting planned to discuss what the Board is interested in. After that meeting, Chisaki and Boyer will follow up with the City Manager. Boyer has indicated that she would attend a future Board meeting and share her thoughts and expertise on the subject.

#### DIRECTOR'S COMMENTS

Director Chisaki mentioned the upcoming "Get a Clue" End of Summer Reading Program Celebration at the O'Club on August 29. There will be a wildlife rescue group coming as the entertainment for the evening. There were 1,690 enrollees for the reading program this summer. Branch sign-ups were way down, so staff is talking about ways to build interest for next year.

The Ann Miller Muir Silent Auction results are in, and the amount raised definitely exceeded expectations. The original goal was \$10,000, but the net was almost \$17,000, with more donations still coming in. There is enough money to not only fund the standing sculpture for the lobby, but also the trellis for the children's area. The artist, Michael Carey, will come and walk the area where the trellis will reside to get an idea where it will go, and perhaps scale it down a bit.

Director Chisaki passed around pictures of the completed quilt panels which will be hung in the children's program room on the upcoming Saturday. There was a recent reception for the quilters so they could meet each other. Most of them had done their squares individually, so did not know most of the other quilters. There are plans to do two more panels, so that when the branches are done with their remodeling, they can each have a quilt to hang as well.

Director Chisaki had received a call from someone who helps coordinate "Friday Night Flights" at Angela's restaurant. Each month, Angela's selects a different non-profit organization to benefit from a portion of the money they make while pouring flights of wine on Friday nights. Angela's would like the Alameda Free Library to be their September non-profit designee. Chisaki has already e-mailed the Foundation president and hopes they will be the 501(c)(3) organization that will accept the donation for the Library. Chisaki asked the Board to encourage their families, friends, co-workers, etc. to visit Angela's on Friday nights in September and mention the Alameda Free Library so their donation will go to the Library.


Board Member Mitchell referenced an article in a recent issue of the Library Hotline that talked about a library in Vancouver that had gone through severe cutbacks. The library workers union had gone on strike, and other city unions showed solidarity by going on strike as well in support.

Lastly, Chisaki handed out a calendar of events that were set to take place during the Library's 130<sup>th</sup> birthday week. The Adult Services Supervisor will add a break-out page to the website that lists the activities, and will have some of the old photographs displayed as well.

#### ADJOURNMENT

President Krongold called for a motion to adjourn at 8:14 p.m. Member Mitchell so moved; Member Hartigan seconded the motion which carried by a 4-0 vote.

Respectfully submitted,

  
Jane Chisaki  
Library Director and  
Secretary to the Library Board

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This meeting's agenda was posted 72 hours in advance in accordance with the Brown Act.